

St. Mary's County Regional Airport  
Airport Advisory Committee Meeting  
May 24, 2010

***Approved Minutes***

**I. CALL TO ORDER**

Mr. Jim Davis, P.E., Chairman, called the meeting to order at 6:00 PM. Committee members Rich Richardson, Bob Mullennix, Skip Shephard, and Randy Willis were also present. Jacque LaValle and Michael Brunnschweiler were excused due to travel. Since a quorum was present, official business could be conducted.

**II. MINUTES**

The Committee reviewed the draft minutes from the April 26, 2010 meeting. Skip Shephard moved and Rich Richardson seconded a motion to approve the minutes as drafted. The motion passed by a vote of 5-0. The approved minutes for past meetings are posted to the County website.

**III. CHAIRMAN'S REPORT**

Mr. Davis informed the committee that Prof. Bill Williams was unable to make the meeting and that his presentation on the restaurant initiative will have to be rescheduled for the June meeting. Mr. Davis explained that a business plan needed to be developed to submit to the county commissioners. The committee reviewed the basic premises of the initiative; the terminal building is an attractive and underutilized asset that could house a food service operation with little need for alteration to the existing infrastructure; a restaurant could potentially draw more transient pilots from other airports to our local area, aiding the local economy; the Wildewood business park/Southern Maryland Higher Education Center/Airport View Drive industrial area represents a pool of potential lunch clients. The Committee would like to know if State funding would be available since State funding was used to construct the terminal. Also, it was noted that the Civil Air Patrol's Mission Base Initiative would have to be addressed. Mr. Bildman noted that rents have not increased at the airport for at least 25 years and that he would be willing to contribute further to ensuring that the finances would be favorable to the County. The committee agreed that all options must be brought forth to the Commissioners for their consideration.

Mr. Davis reported to the committee concerning the Spring 2010 Airport Walkthrough held on Saturday, May 8, 2010, attended by Mr. Davis, Mr. Richardson, Mr. Shepherd, and Mr. Whipple. The draft report was included in the handouts to the committee, and Mr. Davis noted general improvement from the last inspection. Spraying for weed control needs to start soon for the aprons, taxiway and runway. Mr. Richardson stated that the County needs to get the saplings under control now before they become more difficult to remove. Mr. Whipple will ask the Parks Division to bush-hog the area to knock down the saplings. Progress has been made on the perimeter fence weed control, but work remains along the northern fence, especially near the wetlands area. Mr. Davis asked that the County designate a grass parking area.

Mr. Davis noted that the Experimental Aircraft Association's Chapter 478 will be hosting it's Young Eagles Rally on Saturday, June 12, 2010. Gary Whipple stated that the County will assist in the advertisement of the event. The EAA will contact the Civil Air Patrol directly to coordinate ground safety and other logistical support.

#### **IV. PUBLIC COMMENT**

Mr. Egon French, the deputy commander of the local Civil Air Patrol squadron, expressed concern about the impacts of a terminal-based restaurant operation on the CAP's Mission Base operations. He stated that the current conditions in the terminal are inadequate for the CAP due to the temporary storage within the baggage area and MedSTAR's occupation of the passenger holding area. The committee noted that MedSTAR will be moving into their new hangar in July and that the storage area will be opened back up sometime in early winter 2011. The committee acknowledged that the CAP Mission Base operations will have to be addressed in the final recommendation, as well as the impacts to any other terminal occupants, specifically the Chamber of Commerce.

#### **V. DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION REPORT**

Gary Whipple stated that the consultant has identified a third potential wetlands mitigation site at Chaptico Park, in addition to the St. Clements Shores Wastewater Treatment Facility and the Taylor Farm in Bushwood. The consultant will be conducted a field survey in May and determined that the additional remaining acreage requirement could be met at this location. The Department is coordinating with the Recreation and Parks Department to clear the planning process for this third site and is taking action to get on the State's agenda for their June meeting to obtain approval of the revised petition for the Taylor Farm.

Gary Whipple noted that the Technical Evaluation Committee (TEC) review for the month had one listed development project within the Airport Environs (A/E) overlay, as indicated on the handout provided to committee members. Additionally, the list indicated a water tower project within the AICUZ of NASPAX, which was noted to the TEC review committee even though it has no impact to the airport. The committee and Department will continue to monitor development that impacts the airport.

Gary Whipple mentioned that the FAA has indicated verbally that the beacon relocation is acceptable and that an interim Airport Layout Plan update would be necessary to complete the approval process. The ALP update will be completed by Delta Airport Consultants, Inc. The next step is to get an advertisement date from the County's Procurement Office.

Mr. Carlton stated that he is obtaining price quotes for herbicides to control weed growth on paved areas on the airside of the airport. He is also coordinating with the Department's Highways Division to provide orange cones for the Young Eagles Rally on June 12<sup>th</sup>.

#### **VI. FBO AND LEASEHOLDER REPORTS**

Mr. Bildman of AirTec, Inc. reported that the construction of the new hangar is mostly complete (95%), with remaining tasks of painting in the office areas. Targeting June 15<sup>th</sup> for the Use and Occupancy Permit and the moving of MedSTAR into the new hangar. Target completion for the MedSTAR move is July 15<sup>th</sup>.

Mr. Bildman reported that the airport is at capacity in terms of hangar and tie-down space with six people on the waiting list. When all of the tie-downs are occupied, transients usually park on the grass between the ramp and the taxiway.

Mr. Bildman also reported that he will be requesting an extension of leases for three T-hangars shortly. The request to the County will be forthcoming.

**VII. NEW / OLD BUSINESS**

The next scheduled meeting is scheduled for Monday, June 28, 2010. The meeting will begin at 6:00 PM in the Walter F. Duke Terminal Building Conference Room.

**VIII. ADJOURNMENT**

Mr. Davis indicated that the meeting was complete. Mr. Richardson moved and Mr. Willis seconded a motion to adjourn the meeting which passed by a vote of 5-0. The meeting was adjourned at 7:05 PM.

Respectfully submitted,

Approved,

*(signed)*

*(signed)*

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Gary Whipple, P.E. DPW&T  
**Recording Secretary**

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Jim Davis, P.E.  
**Chairman**